

अण्डमान तथा
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निकोबार राजपत्र
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EXTRAORDINARY

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No. 300, Port Blair, Friday, October 30, 2015

अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
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NOTIFICATION

Port Blair, dated the 30th October, 2015.

No.279/2015/F.No.1-78/2014-UD.— Whereas the draft Andaman and Nicobar Islands, (Port Blair Municipal Council) Recruitment Rules, 2015 was published in The Daily Telegrams in its issue dated 05.03.2015 inviting suggestions/objections from those likely to be affected before the final publications of the said Recruitment Rules, giving a period of 30 days for filing suggestions and objections.

AND, WHEREAS, suggestions received from various quarters have been examined and given due consideration.

Now, therefore, in exercise of the powers conferred under Sub-Section 2(a) of Section 203 of the Andaman and Nicobar Islands (Municipal) Regulations, 1994 and in supersession of earlier Recruitment Rules framed to this effect, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby proposes to make the following Rules regulating the method of Recruitment to the Group 'B' post of **Senior Rapporteur** borne in the establishment of PBMC, Port Blair with immediate effect, namely :-

1. Short Title and Commencement :

- (i) These Rules may be called the Andaman and Nicobar Islands (Port Blair Municipal Council) Recruitment Rules, 2015.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. Number of Posts, its Classification and the Scale of Pay :

The number of posts, classification and the scale of pay attached thereto shall be as specified in paras 2, 3 & 4 of the Schedule annexed hereto.

3. Method of Recruitment, Age Limit, Qualifications :

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be specified in paras 5 to 14 of the Schedule annexed hereto.

4. Disqualification : No person,

- a) Who has entered into or contracted a marriage with a person having a spouse living; or
- b) Who, having spouse living, has entered into or contracted a marriage with any person(s) shall be eligible for appointment to the said posts :

Provided that the Lieutenant Governor (Administrator), A & N Islands may if, satisfied that such marriage is permissible under the personal law, applicable to such persons and the other party to the marriage or there are other grounds for so doing exempt any person from the operation of these Rules.

5. Powers to Relax :

Where the Lieutenant Governor (Administrator), A & N Islands is of the opinion that it is necessary or expedient to do so, he may by order, for reasons to be recorded in writing and if necessary relax any of the provisions of these rules, with respect to any class or category of person(s).

6. Saving :

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Lt. Genl. (Retd.) Ajay Kumar Singh),
Lt. Governor, A & N Islands.

By order & in the name of the Lt. Governor, A&N Islands

Sd./-
Deputy Secretary (UD)

SCHEDULE
RECRUITMENT RULES FOR THE POST OF SENIOR RAPPOREUR
PORT BLAIR MUNICIPAL COUNCIL

1	Name of the post	Senior Rapporteur
2	Number of post	01 (One) 2015* *Subject to variation dependent on the workload
3	Classification	Group 'B' (Municipal Services)
4	Pay Band and Pay Scale / Grade Pay	PB-2 Rs. 9300-34800 + G P Rs. 4800
5	Whether Selection or Non-Selection post ?	Not applicable
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruitment	Not applicable
8	Whether age and qualification prescribed for direct recruitment will apply in the case of promotees ?	Not applicable
9	Period of probation, if any	Not applicable
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer and percentage of vacancies to be filled by various methods	Deputation (ISTC) / promotion
11	In case of recruitment by promotion/ deputation/ Transfers grade, from which promotion/ deputation/ transfer to be made	<u>Deputation (Including Short Term Contract) (ISTC) / Promotion</u> Officers from the Central/ State/ Union Territories/ Govt. Autonomous Organisation/ public sector under takings; a) (i) Holding analogous posts on regular basis in the parent cadre/ department OR i. with 2 years regular service in the grade rendered after appointment there to on a regular basis in the pay in PB-2 Rs. 9300-34800 with Grade Pay Rs. 4600 OR

		<p>ii. with 6 years regular service in the grade rendered after appointment there to on a regular basis in the pay in PB-2 Rs. 9300-34800 with Grade Pay Rs. 4200</p> <p style="text-align: center;">AND</p> <p>(b) Have undergo in-service training in the relevant field (Rapporteur-cum-Office In-charge (Record) working in the Municipal Council in the pay in PB-2 Rs. 9300-34800 with GP Rs. 4600 with 2 years service in the Grade Pay will also be considered alongwith the outsiders and in case, he is selected for appointment to the post, the same shall be deem to have been filled by promotion).</p> <p>(The departmental candidates in the feeder category who are in the direct line of promotion will not be eligible for considering appointment on deputation: similarly, deputations shall not eligible for consideration for appointment on promotion).</p> <p>(The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not to exceed 3 years. The maximum age limit for appointment on deputation shall not exceeding 56 years as on the closing date of the receipt of application).</p>
12	If a DPC exists, what is its composition?	Not applicable
13	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
14	Job Description	Attached as Annexure to Schedule

Annexure To Schedule

The duties of the Senior Rapporteur is as below :—

1. He will be the Divisional head
2. To supervise and guide the Junior Officers/ staff under him and allocate work to them
3. Junior Officer will be guided in preparing draft proceedings agenda notice, final proceedings and other correspondences pertaining to this Division
4. To check the draft proceedings of the Council/ Sub-Committee meetings
5. To check the agenda notice of the meeting of the council/ Sub Committees
6. To circulate agenda notices
7. To circulate proceedings of the meetings of the Council/ Sub Committee
8. To ensure that action taken report of the decision taken by the Council/ Sub-Committees are received from the officer concerned
9. To be responsible for proper maintenance of records and maintain discipline and decorum
10. To do any other duty as may be assigned by the Secretary/ Council from time to time in the interest of the Council.